

Trying to find your first job?

Relocating?

Returning to work?

Looking for a more
challenging position?



Put us to work for you.

Put us to work for you.



Albany Career Central
175 Central Avenue
Albany, NY 12206
518-462-7600

Rensselaer County Employment & Training
1600 Seventh Avenue
Troy, NY 12180
518-270-2860

Schenectady County One Stop
433 State Street
Center City Plaza
Schenectady, NY 12305
518-344-2735

Equal Opportunity Employer/Program Auxiliary aids and services
are available upon request to individuals with disabilities.



One-Stop Career Centers

Your 21st Century Job Search Resource



George E. Pataki, Governor
Linda Angello, Commissioner
Richard Calo, State Workforce
Investment Board Chair



Welcome to the Capital Region One-Stop

The Workforce New York system offers services for every job seeker. Your local One-Stop Career Center can meet your every employment need under one roof.

- Access to Job Listings & NYS Civil Service Listings
- Individual Placement & Job Search Assistance
- Veteran's Services Information
- Computer, Internet, Telephone, Fax, and Copier Access
- Individualized Resume Preparation and Cover Letter Writing Assistance
- Various Job Search Technique Workshops
- Job Search & Career Resource Library
- Academic Skills, Abilities & Interest Assessments
- Information on Job Skills Necessary to Obtain Employment
- Employment Statistics Information on the Labor Market
- On-Site Employer Interviewing
- Comprehensive Assessment
- Development of a Personalized Employability Plan
- Individual Counseling & Career Planning
- Job Readiness Training
- Evaluation of Eligibility for Further Services

Job Openings

Use our on-line computer system to view job listings throughout New York State.

Expand your search in America's Job Bank, for jobs listed nationwide. The Job Bank has nearly one million private sector jobs for you to browse through: professional, managerial, clerical, sales and more.

Comprehensive Employment Assistance

One-Stop Career Centers offer you many services from resume writing and interview techniques, to job referrals.

Job Training Opportunities

Counselors can help you sign up to learn a new trade or bring your experience up to date.

Apprenticeship Programs

You can earn a salary while learning a new skilled occupation. This program combines on-the-job training with related technical instruction. It is open to anyone over 18 who meets the job requirements. The training lasts one to six years, depending on the occupation.

Veterans Services

One-Stop Career Centers offer services for all veterans. From recently separated military personnel to veterans of previous wars, you receive priority treatment by specially trained agency staff, and get publications tailored to the needs of former military personnel. For details, call the Veterans' Employment Hotline at 1-800-342-3358.

Job Fairs

The Workforce New York network co-sponsors thousands of job fairs and recruiting events throughout the state each year where you can meet many employers in one location.

Our One-Stop Career Centers are a consortium of partners working together to assist each and every job seeker in finding appropriate jobs leading to self-sufficiency and job satisfaction.

Stop in and visit the One-Stop Center near you.

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www.workforcenewyork.com